

Stephanie Leon
Paralegal

INVOICE

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INVOICE: 2024-1

DATE: 1/01/2024

TO:
Puerto Rico Chief Federal Monitor

FOR:
Paralegal Services

DATE	DESCRIPTION	HOURS	RATE	AMOUNT
12/05/2023	-Prepare and send 253 notes to respective monitors -1.2 data request validation	1.25	90.00	112.50
12/06/2023	-Message exchanges with Inigo Galanes -Message exchanges with Monitor Denise Rodriguez	.25	90.00	22.50
12/07/2023	-Drove to the Community site visit to assist Monitor Merangelie in Las Piedras (Humacao) -Messaged Monitor DR feedback -Organized notes	5.25	90.00	472.50
12/08/2023	-Zoom meeting regarding CMR-9 Discussion on Comments -Internal zoom meeting with team members that attended the meeting -Prepared notes regarding CMR-9 Discussion on Comments	2.25	90.00	202.50
12/10/2023	-Prepared notes regarding CMR-9 Discussion on Comments	1.75	90.00	157.50
12/11/2023	-Attend meetings at PRPB -Organized notes of the day	8.00	90.00	720.00
12/12/2023	-Site visit to Bayamon/Naranjito to assist Monitor Rafael Ruiz -Organized notes of the day -Notes regarding CMR-9 Discussion on Comments -Emailed notes to Monitors DR and JR	8.50	90.00	765.00
12/13/2023	-Attend meetings at PRPB to assist Monitor Rafael Ruiz -Organized notes of the day -1.2 data validation	6.75	90.00	607.50
12/14/2023	-Townhall meeting in Caguas	6.00	90.00	540.00
12/19/2023	-Translation of data request	1.50	90.00	135.00
12/20/2023	-Translation of CMR-9 -Read and prepared dates PRPB provided for Monitor Donald Gosselin and Rafael Ruiz/mailed the monitors and had a few email exchanges with each	7.75	90.00	697.50
12/21/2023	-Scanned/organized documents given by PRPB for Monitor Rafael Ruiz; created BOX folders -Emailed Monitor Rafael Ruiz regarding the documents and BOX folders created with explanation -1.2 data request validation	4.50	90.00	405.00
12/27/2023	-1.2 data validation	1.25	90.00	112.50
12/28/2023	-December 253 Meeting -Internal meeting with Monitors Denise Rodriguez/John Romero and counsel Roberto Abesada -1.2 data validation -Extensive notes/transcript of 253 Meeting	4.25	90.00	382.50
12/31/2023	-Extensive notes/transcript of 253 Meeting	2.75	90.00	247.50
TOTAL 62 HRS @ \$90				\$5,580.00

S/STEPHANIE LEON

I HEREBY CERTIFY THAT THE AMOUNT BILLED IN THIS INVOICE IS TRUE AND CORRECT IN MY CAPACITY AS A MEMBER OF THE FEDERAL MONITORING TEAM. I FURTHER CERTIFY THAT I HAVE NOT RECEIVED ANY INCOME, COMPENSATION, OR PAYMENT FOR SERVICES RENDERED UNDER A REGULAR EMPLOYMENT OR CONTRACTUAL RELATIONSHIP WITH THE COMMONWEALTH, OR ANY OF ITS DEPARTMENTS, MUNICIPALITIES OR AGENCIES.